

**TRANSMITTAL AND NOTICE OF APPROVAL OF
STATE PLAN MATERIAL
FOR: CENTERS FOR MEDICARE & MEDICAID SERVICES**

1. TRANSMITTAL NUMBER

04 - 09

2. STATE

Virginia

3. PROGRAM IDENTIFICATION: TITLE XIX OF THE SOCIAL
SECURITY ACT (MEDICAID)

TO: REGIONAL ADMINISTRATOR
CENTERS FOR MEDICARE & MEDICAID SERVICES
DEPARTMENT OF HEALTH AND HUMAN SERVICES

4. PROPOSED EFFECTIVE DATE

July 1, 2004

5. TYPE OF PLAN MATERIAL (Check One)

☐ NEW STATE PLAN

☐ AMENDMENT TO BE CONSIDERED AS NEW PLAN

☒ AMENDMENT

COMPLETE BLOCKS 6 THRU 10 IF THIS IS AN AMENDMENT (Separate transmittal for each amendment)

6. FEDERAL STATUTE/REGULATION CITATION

42 CFR Part 440

7. FEDERAL BUDGET IMPACT

a. FFY 2005 \$ 100,800

b. FFY 2006 \$ 100,800

8. PAGE NUMBER OF THE PLAN SECTION OR ATTACHMENT

Attachment 3.1A, Supp2,
pp22 - 25 of 39

9. PAGE NUMBER OF THE SUPERSEDED PLAN SECTION
OR ATTACHMENT (If Applicable)

Pages added

10. SUBJECT OF AMENDMENT

Elderly Case Management

11. GOVERNOR'S REVIEW (Check One)

- ☐ GOVERNOR'S OFFICE REPORTED NO COMMENT²⁰⁰⁵
☐ COMMENTS OF GOVERNOR'S OFFICE ENCLOSED
☐ NO REPLY RECEIVED WITHIN 45 DAYS OF SUBMITTAL

☒ OTHER, AS SPECIFIED

Secretary of Health and Human Resources

12. SIGNATURE OF STATE AGENCY OFFICIAL

13. TYPED NAME

Patrick W. Finnerty

14. TITLE

Director

15. DATE SUBMITTED

16. RETURN TO

Dept. of Medical Assistance Services
600 East Broad Street, #1300
Richmond VA 23219

Attn: Regulation Coordinator

FOR REGIONAL OFFICE USE ONLY

17. DATE RECEIVED

9/2/04

18. DATE APPROVED

NOV 2 2004

PLAN APPROVED - ONE COPY ATTACHED

19. EFFECTIVE DATE OF APPROVED MATERIAL

7/1/04

20. SIGNATURE OF REGIONAL OFFICIAL

Nancy B. O'Connor

21. TYPED NAME

NANCY B. O'CONNOR

22. TITLE

ACTING REGIONAL ADMINISTRATOR

23. REMARKS

STATE PLAN UNDER TITLE XIX OF THE SOCIAL SECURITY ACT

State of VIRGINIA

CASE MANAGEMENT SERVICES

12 VAC 30-50-461.

§6. Case Management for the Elderly.

- A. Target Group: Medicaid eligible persons age 60 and over who have been screened by Case Management providers approved by the Long-Term Care Council and found to be dependent in 2 or more of the following activities of daily living: (a) bathing, (b) dressing, (c) toileting, (d) transferring, (e) continence, or (f) eating.
- B. Areas of State in which services will be provided:
- ☐ Entire State
- ☒ Only in the following geographic areas (authority of section 1915(g)(1) of the Act is invoked to provide services less than Statewide:
- a. Fairfax County, and the cities of Falls Church and Fairfax;
- c. Planning Districts 1, 2, 3, 4, 17, 18, 22, 23.
- C. Comparability of Services
- ☐ Services are provided in accordance with section 1902(a)(10)(B) of the Act.
- ☒ Services are not comparable in amount, duration, and scope. Authority of section 1915(g)(1) of the Act is invoked to provide services without regard to the requirements of section 1902(a)(10)(B) of the Act.
- D. Definition of Services:
1. Assessment: Determining client's service needs, which include psychosocial, nutritional, medical and functional ability.
2. Service Planning: Developing an individualized description of what services and resources are needed to meet the service needs of the client and help access those resources.

STATE PLAN UNDER TITLE XIX OF THE SOCIAL SECURITY ACT

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CASE MANAGEMENT SERVICES

3. Coordination & Referral: Assisting the client in arranging for appropriate services and ensuring continuity of care.
 4. Follow-up & Monitoring: Assessing ongoing progress, ensuring services are delivered, and periodically reassessing need to determine appropriate revisions to the case management plan of care.
- E. Qualifications of Providers. To qualify as a provider of case management for the elderly, the provider of services must ensure that claims are submitted for payment only when the services were performed by case managers meeting these qualifications. The case manager must possess a combination of work experience or relevant education which indicates that the individual possesses the following knowledge, skills, and abilities. The case manager must have these knowledge, skills, and abilities at the entry level which must be documented or observable in the application form or supporting documentation or in the interview (with appropriate documentation).
1. Knowledge of:
 - a. Aging and the impact of disabilities and illnesses on aging;
 - b. Conducting client assessments (including psychosocial, health and functional factors) and their uses in care planning;
 - c. Interviewing techniques;
 - d. Consumers' rights;
 - e. Local human and health service delivery systems, including support services and public benefits eligibility requirements;
 - f. The principles of human behavior and interpersonal relationships;
 - g. Effective oral, written, and interpersonal communication principles and techniques;
 - h. General principles of record documentation;
 - i. Service planning process and the major components of a service plan.

STATE PLAN UNDER TITLE XIX OF THE SOCIAL SECURITY ACT

State of VIRGINIA

CASE MANAGEMENT SERVICES

2. Skills in:
 - a. Negotiating with consumers and service providers;
 - b. Observing, recording and reporting behaviors;
 - c. Identifying and documenting a consumer's needs for resources, services and other assistance;
 - d. Identifying services within the established services system to meet the consumer's needs;
 - e. Coordinating the provision of services by diverse public and private providers;
 - f. Analyzing and planning for the service needs of elderly persons;
3. Abilities to:
 - a. Demonstrate a positive regard for consumers and their families;
 - b. Be persistent and remain objective;
 - c. Work as a team member, maintaining effective inter- and intra-agency working relationships;
 - d. Work independently, performing position duties under general supervision;
 - e. Communicate effectively, verbally and in writing.
 - f. Develop a rapport and to communicate with different types of persons from diverse cultural backgrounds;
 - g. Interview.
4. Individuals meeting all the above qualifications shall be considered a qualified case manager; however, it is preferred that the case manager possess a minimum of an undergraduate degree in a human services field, or be a licensed nurse. In addition, it is preferable that the case manager have two years of satisfactory experience in the human services field working with the elderly.

TN No. 04-09
Supersedes
TN No. 03-01

Approval Date NOV 2 2004

Effective Date 07/01/04

STATE PLAN UNDER TITLE XIX OF THE SOCIAL SECURITY ACT

State of VIRGINIA

CASE MANAGEMENT SERVICES

- F. The State assures that the provision of case management services will not restrict an individual's free choice of providers in violation of §1902(a)(23) of the Act.
1. Eligible recipients will have free choice of the providers of case management services.
 2. Eligible recipients will have free choice of the providers of other medical care under the plan.
- G. Payment for case management services under the plan does not duplicate payments made to public agencies or private entities under other program authorities for this same purpose.
- H. Case Management services to the elderly shall be limited to no more than 6 months without authorization from the Department of Medical Assistance Services.

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